

**COUNTY OF LOS ANGELES – DEPARTMENT OF MENTAL HEALTH  
COUNTYWIDE RESOURCE MANAGEMENT**

**TRANSFER OPPORTUNITY and/or  
PROMOTIONAL OPPORTUNITY**

**MSH - CONTINUING CARE UNIT  
LOCATION: NORWALK, CA**

**MENTAL HEALTH CLINICAL SUPERVISOR**

Department of Mental Health (DMH) is seeking a highly motivated, self-directed, organized and dedicated individual to serve as Mental Health Clinical Supervisor for Countywide Resource Management (CRM) Metropolitan State Hospital - Continuing Care Unit (MSH-CCU).

The MSH-CCU unit is responsible for reducing the overcrowding in the PES by facilitating client flow to various levels of care and linkage to community resources, including the coordination of Crisis and Intensive Residential Facilities that will provide step-down capacity for PES transfers and to ensure maximum utilization of the Department's limited resources. In addition, the MSH-CCU Unit assists with discharge planning services for LPS conserved consumers at Metropolitan State Hospital (MSH) to transition them to lower levels of care. Duties of the MHCS will include, but are not limited to the following:

- Plan, assign and supervise work performed by a multidisciplinary team, including scheduling and monitoring workloads and assignments;
- Prepare unit reports and performance evaluations;
- Oversee gatekeeping for acute Short-Doyle Medi-Cal (SD) and Psychiatric Diversion Outreach (PDP) beds (adults and children/adolescents);
- Track utilization review of LPS clients at Metropolitan State Hospital (MSH), and the discharge placement unit for LPS conserved consumers;
- Monitor the quality assurance of the units charts in order to reduce clinical errors, audit failures and potential risk management problems;
- Provide clinical supervision, staff training, and some direct services;
- Coordinate service delivery among multiple service providers; and
- Attend County, Department, and community agency meetings as assigned.

**DESIRABLE QUALIFICATIONS:**

- Clinical experience in working with adult population and familiarity with various levels of residential care and inpatient settings, *preferred*
- Excellent clinical, assessment and communication skills
- Ability to be creative, problem solve, delegate and motivate
- Experience in working with multidisciplinary team
- Adaptable and flexible

Interested individuals currently holding the payroll title of a Mental Health Clinical Supervisor are encouraged to FAX or email their résumé, last two (2) Performance Evaluations, and last two (2) years of master time records by **Thursday, October 31, 2013** to:

**Jacqueline Yu, LCSW  
Countywide Resource Management  
1925 Daly Street, 2<sup>nd</sup> Floor  
Los Angeles, CA 90031  
FAX: (323) 223-8380**

Or

**Email: Diana Chai at [dchai@dmh.lacounty.gov](mailto:dchai@dmh.lacounty.gov)**